

# 8

## IA 8 – Public Health Incident

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IA 8. Public Health Incident

<b>Public Health Incident Checklist</b>	
<b>Action Items</b>	<b>Supplemental Information</b>
<b>PRE-INCIDENT PHASE</b>	
<input type="checkbox"/> Have personnel participate in training and exercises, as determined by County Emergency Management and/or the Shasta County Health and Human Services Agency.	
<input type="checkbox"/> Participate in preparedness activities, seeking understanding of interactions with participating agencies in a public health emergency scenario.	
<input type="checkbox"/> Ensure that emergency contact lists are updated and establish a pre-event duty roster allowing for 24/7 operational support.	
<input type="checkbox"/> Engage the other County public health departments, California Department of Public Health, Centers for Disease Control and Prevention, and Federal Emergency Management Agency in public health planning and preparedness activities to ensure that lines of communication and roles/responsibilities are clear across the participating entities.	
<input type="checkbox"/> Inform Emergency Management of any major developments that could adversely affect response operations (e.g., personnel shortages, loss of equipment, etc.).	
<input type="checkbox"/> Monitor and report the presence of contagious infections within the County.	
<input type="checkbox"/> Evaluate the ability of existing health care facilities to handle public health emergencies.	
<input type="checkbox"/> Maintain medical supplies and equipment.	<i>Hospital Standard Operating Procedures</i>
<input type="checkbox"/> Coordinate with the Sanitarian to ensure drinking water quality.	<i>Water Utilities Standard Operating Procedures</i>
<input type="checkbox"/> Coordinate with the Sanitarian to provide safe wastewater and sewage disposal.	<i>Water Utilities Standard Operating Procedures</i>
<b>RESPONSE PHASE</b>	
<input type="checkbox"/> The Shasta County Health and Human Services Agency will initially respond, assume initial Incident Commander responsibilities, and determine the level of Shasta County Operational Area Emergency Operations Center activation necessary to manage the public health threat.	
<input type="checkbox"/> Determine the type, scope, and extent of the public health incident ( <i>recurring</i> ). Verify reports and obtain estimates of the area that may be affected.	<i>ICS Form 209 – Incident Status Summary</i>
<ul style="list-style-type: none"> <li>▪ Notify 9-1-1 dispatch, support agencies, adjacent jurisdictions, Emergency Function coordinators, and liaisons of the situation.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Assess the type, severity, and size of incident. If possible, characterize the public health threat and determine appropriate personal protection equipment requirements.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Ensure that a health and safety plan is developed by the designated Safety Officer, including health monitoring of first responders in accordance with all applicable guidance.</li> </ul>	

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<input type="checkbox"/> Ensure that area hospitals have been notified.	
<input type="checkbox"/> Once the public health threat has been characterized, determine the appropriate methods needed to minimize the spread of disease through collaboration with other county public health departments and the California Department of Public Health.	
<ul style="list-style-type: none"> <li>▪ If the pathogen or agent requires laboratory analysis, County Public Health may request analytical assistance from the California Public Health Laboratory program.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ If animal health and vector control is required, these services are to be requested through Emergency Management or from Extension Services or the Shasta County Agricultural Commissioner.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Coordinate sanitation activities and potable water supply provisions.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Determine the need for emergency disease control stations and, if deemed necessary, implement such stations.</li> </ul>	
<input type="checkbox"/> If quarantine is in place, establish access control to the area through local law enforcement agencies.	
<input type="checkbox"/> Collect and report vital statistics.	
<input type="checkbox"/> Plan for transportation of mass casualties to suitable care facilities and mass fatalities to suitable emergency morgue facilities.	
<ul style="list-style-type: none"> <li>▪ Implement the collection, identification, storage, and disposition of deceased victims in a mass fatality situation.</li> </ul>	
<input type="checkbox"/> If necessary, conduct a damage assessment for public health facilities and systems.	
<input type="checkbox"/> Hospital conducts an inventory of its Health Resources and Services Administration cache. If more health resources are needed, requests for these supplies should be made through the Emergency Operations Center.	<i>HAvBED polling in EMResource</i>
<input type="checkbox"/> Activate the Emergency Operations Center, coordinate response activities among Agency Operations Centers and Incident Command Post, and establish Incident Command or Unified Command, as appropriate. Staffing levels vary with the complexity and needs of the response.	
<input type="checkbox"/> Estimate emergency staffing levels and request personnel support.	
<input type="checkbox"/> Develop work assignments for Incident Command System positions ( <i>recurring</i> ).	<i>ICS Form 203 – Organization Assignment List</i>
<input type="checkbox"/> Notify all other supporting agencies of the response, requesting additional support as necessary.	
<ul style="list-style-type: none"> <li>▪ Identify local, regional, State, and federal agencies that may be able to mobilize resources to the Operational Area Emergency Operations Center for support.</li> </ul>	
<input type="checkbox"/> Assign a liaison to other Operational Area Emergency Operations Centers to facilitate resource requests.	
<input type="checkbox"/> Develop and initiate shift rotation plans, including briefing of replacements during shift changes.	
<ul style="list-style-type: none"> <li>▪ Dedicate time during each shift to prepare for shift change briefings.</li> </ul>	<i>Incident Action Plan</i>

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<input type="checkbox"/> Confirm or establish communications links among primary and support agencies, other Emergency Operations Centers, and the State Operations Center. Confirm operable phone numbers and backup communication links.	
<input type="checkbox"/> The County Director of Emergency Services, in collaboration with the County Public Health officials, designates a County Public Information Officer representative. The Public Information Officer will issue public health information individually or through the Joint Information Center, if established, in coordination with appropriate local, regional, and State agencies.	
<input type="checkbox"/> Manage and coordinate interagency functions. Providing multi-agency coordination is the primary goal. Assimilate into a Unified Command structure, as dictated by the incident.	
<input type="checkbox"/> Implement local plans and procedures for public health emergencies. Ensure that copies of all documents are available to response personnel. Implement agency-specific protocols and Standard Operating Procedures.	
<input type="checkbox"/> Determine the need for implementing evacuation and sheltering activities ( <i>recurring</i> ). Evacuation assistance should be coordinated among Emergency Function 1 – Transportation, Emergency Function 5 – Management, Emergency Function 6 – Care and Shelter, and Emergency Function 15 – Public Information	
<input type="checkbox"/> Establish treatment area(s).	
<input type="checkbox"/> Determine the need for additional resources, and request as necessary through appropriate channels ( <i>recurring</i> ).	
<input type="checkbox"/> Submit a request for emergency/disaster declaration, as applicable.	
<input type="checkbox"/> Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers of both potential and current needs.	
<input type="checkbox"/> Coordinate resource access, deployment, and storage in the operational area. Resources to coordinate include equipment, personnel, facilities, supplies, procedures, and communications. Track resources as they are dispatched and/or used.	<i>ICS Resource Tracking Forms</i>
<input type="checkbox"/> Establish a Joint Information Center, as needed.	
<input type="checkbox"/> Formulate emergency public information messages and media responses utilizing “one message, many voices” concepts ( <i>recurring</i> ).	
<ul style="list-style-type: none"> <li>▪ Public information will be reviewed and approved for release by the Incident Commander and the Public Information Officer prior to dissemination to the public and/or media partners.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Develop and disseminate public information programs regarding personal health and hygiene.</li> </ul>	

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<input type="checkbox"/> Record all Emergency Operations Center activity and completion of individual personnel tasks ( <i>recurring</i> ). All assignments, person(s) responsible, and significant actions taken should be documented in logbooks.	<i>Emergency Operations Center Planning Section Position Checklist, ICS Form 214 – Unit Log</i>
<input type="checkbox"/> Record all incoming and outgoing messages ( <i>recurring</i> ). All messages, and the names of those sending and receiving them, should be documented as part of the Emergency Operations Center log.	
<input type="checkbox"/> Develop and deliver situation reports ( <i>recurring</i> ). At regular intervals, the Emergency Operations Center Director and staff will assemble a situation report.	
<input type="checkbox"/> Develop an Incident Action Plan ( <i>recurring</i> ). This document is developed by the Planning Section and approved by the Incident Commander. The Incident Action Plan should be discussed at regular intervals and modified as the situation changes.	<i>ICS Form 202 – Incident Objectives</i>
<input type="checkbox"/> Implement objectives and tasks outlined in the Incident Action Plan ( <i>recurring</i> ).	<i>ICS Form 202 – Incident Objectives, ICS Form 203 – Organization Assignment List, ICS Form 204 – Assignment List, ICS Form 205 – Incident Radio Communications Plan, ICS Form 206 – Medical Plan, Safety Message, Incident Map</i>
<input type="checkbox"/> Coordinate with private sector partners as needed.	
<input type="checkbox"/> Ensure that all reports of injuries and deaths due to a public health emergency are communicated to the Operational Area Emergency Operations Center for transmittal to the County Health and Human Services Agency as soon as it is available.	
<input type="checkbox"/> For handling of fatalities, coordination between the County Health and Human Services Agency, Shasta County Coroner’s Office and Emergency Operations Center is needed for medical examiner services.	
<b>RECOVERY/DEMOBILIZATION PHASE</b>	
<input type="checkbox"/> Ensure an orderly demobilization of emergency operations in accordance with current demobilization and community recovery plans.	
<input type="checkbox"/> Release mutual aid resources as soon as possible.	
<input type="checkbox"/> Conduct a post-event debriefing to identify success stories, opportunities for improvement, and development of the After Action Report/Improvement Plan.	
<input type="checkbox"/> Deactivate/demobilize the Emergency Operations Center.	
<input type="checkbox"/> Correct any response deficiencies reflected in the Improvement Plan.	
<input type="checkbox"/> Submit valuable success stories and/or lessons learned to the Lessons Learned Information Sharing website ( <a href="http://www.llis.gov">www.llis.gov</a> )	